

***MINUTES OF THE HIGHWAY INFRASTRUCTURE &
RECREATION COMMITTEE***

DAY & DATE: November 1, 2012
PLACE: Wood County Courthouse, 400 Market St., Wisconsin Rapids, WI 54494, Room 115
MEETING TIME: 8:00 AM
ADJOURNMENT TIME: 11:00 AM
MEMBERS PRESENT: Chairman Allen Breu, Vice-Chairman Trent Miner, Secretary Dennis Polach, and Members Marion Hokamp and Gerald Nelson
MEMBERS EXCUSED: None
OTHERS PRESENT: Park Administrator Chad Schooley, Highway Commissioner Douglas Passineau, Accounting Technician John Peckham, and David Wincentsen (WisDOT)

1. Item #1 – Call meeting to order. Chairman Allen Breu called the meeting to order at 8:00 AM. The meeting has been properly posted.
2. Item #2 - Public comments. There were no public comments.
3. Item #3 – Approve minutes of the October 4, 2012 Highway Infrastructure & Recreation Committee meeting.

**Moved by Nelson, seconded by Hokamp to approve the minutes as presented.
Motion carried unanimously.**

HIGHWAY

4. Item #4 – Dave Wincentsen of WisDOT to attend for signing of the Routine Maintenance Agreement (RMA). Wincentsen attended this part of the meeting to answer any questions or concerns of the Committee.

Moved by Miner, seconded by Polach to sign the RMA. Motion carried unanimously.

5. Item #5 – Discuss winter salt costs. Commissioner Passineau reported that salt costs would be down from last year due in large part to the mild winter of 2011-2012.
6. Item #6 – HSIP update on county line project. The Highway Safety Improvement Program (HSIP) project was a joint project between Wood and Juneau Counties. It included a re-design and reconstruction of the curves on CTH G at the county line. The HSIP program includes a cost-share of 80% federal monies and 20% local. The 20% is being split by Wood and Juneau Counties so each is responsible for

10% of the project cost. The project appears to be about 12% overbudget but is now completed other than some minor detail work.

7. Item #7 – Update on CTH G BIA project. This project, which is the section of CTH G between STH 173 and STH 54, was a cooperative effort between the Bureau of Indian Affairs (BIA), Wood County, WisDOT, and the City of Nekoosa. It turned out great and the Department has received many compliments on it. Payment has been received from the BIA so the project is now closed out.
8. Item #8 – Current Projects Update. The Current Projects update was reviewed (see attached report).
9. Item #9 – Approve payment of bills.

**Moved by Nelson, seconded by Miner to approve payment of the bills.
Motion carried unanimously.**

10. Item #10 – The Accounting Supervisor's report was reviewed.

Moved by Miner, seconded by Polach to approve the Accounting Supervisor's report. Motion carried unanimously.

11. Item #11 – Correspondence. Items included a comment on the possibility of purchasing a mower from the Parks Department, a comment on the success of the recent Tri-County Safety Roadeo between Wood, Juneau, and Adams Counties, and a mention that long-time Highway employee Mike Roginski is retiring November 9th.

The Committee recessed for a break at 10:15 AM.
The Committee reconvened at 10:25 AM.

PARKS

1. Item #12 – The Building and Grounds Supervisor Report was reviewed (see attached report).

Schooley reported that Eagle Construction was awarded the bid for the Nepco shelter building project. They bid \$4,195 for the concrete work and \$15,600 for the building construction.

Moved by Miner, seconded by Polach to approve the Building and Grounds Supervisor Report. Motion carried unanimously.

2. Item #13 - The Office Manager Report was reviewed (see attached report).

Moved by Nelson, seconded by Hokamp to approve the Office Manager Report. Motion carried unanimously.

3. Item #14 - The Park Administrator Report was reviewed (see attached report).

Schooley reported to the Committee that contracted mowing appeared to be successful. Therefore, he will be in talks with the two companies used by the County this year about continuing the program.

The D3 Caterpillar dozer needs to have its undercarriage replaced. Cost is \$9,000. The Department does not use such a dozer enough to justify purchasing a new one so they will go ahead with the repair.

The bucket truck, purchased used 5 years ago, is in need of a full lift boom hydraulic overhaul. The cost for a full hydraulic replacement is \$13,000, which can come out of this year's budget so the Department will proceed with this repair.

Moved by Miner, seconded by Polach to approve the Park Administrator Report. Motion carried unanimously.

FORESTRY

4. Item #15 - The Forest Administrator Report was reviewed (see attached report).

Moved by Miner, seconded by Polach to approve the Forest Administrator Report. Motion carried unanimously.

5. Item #16 – Old Business. Nothing to report.
 6. Item #17 - New Business. Nothing to report.
 7. Item #18 – Correspondence. Nothing to report.
 8. Item #19 – Approve payment of bills.

Moved by Nelson, seconded by Hokamp to approve payment of the bills. Motion carried unanimously.

12. Item #20 – Revenue report.

Moved by Miner, seconded by Polach to approve the revenue report. Motion carried unanimously.

1. Item #21 – Next meeting date will be December 6, 2012 at the Wood County Highway Shop at 8:00 AM.

2. Item #22 – Motion to adjourn.

Moved by Miner, seconded by Nelson to adjourn at 11:00 AM. Motion carried unanimously.

Dennis Polach

Dennis Polach, Secretary

Minutes taken by John Peckham, Highway Department Accounting Technician

BUILDING AND GROUNDS REPORT

November 1, 2012

By D. Quinnell

CURRENT PROJECTS

- The Dexter shower project is mostly complete with a few accessories being installed by park personnel. We plan on placing asphalt in the shower parking and ADA campsite sometime before December.
- The Red Sands Beach Pavilion is complete except for a small amount of trim in the restrooms which is being done by the Aqua-Skiers. The Aqua-skiers have done a very nice job in the installation of the pine ceilings for us.
- We are beginning a project at the Nepco shelter building. This is a 14' x 18' storage area added on to the east side of the building, specifically for storing tables and chairs.

MAINTENANCE OPERATIONS

- As maintenance continues, we are finalizing the closing of the campgrounds and repairing facilities as needed.
- Repairs on the Dexter ranger cabin roof are next.

EMPLOYEE MATTERS

- We will be cutting to one ranger to take care of the Dexter hunting campers and possibly help with projects.

- We are planning a class in CPR and First-aid for December.

OTHER

- We are planning another surplus auction before the end of this year.

OFFICE MANAGER REPORT

November 01, 2012

By: H. Gehrt

Program Reports:

Snowmobile:

Clubs are preparing for the winter by getting easements, signing, etc....

There is some new information on proposed ways to improve the funding of the program that was passed unanimously by the Snowmobile Council to hand out and discuss at our next meeting on November 5.

ATV:

The ATV Area was closed for the Youth Deer Hunt on October 6 & 7.

OTHER:

I have been attending Management Training classes on October 3; 11, and 25 here in the Auditorium.

I attended the WPRA Office Support Meeting in Monroe on October 4.

I participated in the ending season Campground Critique meeting on October 8.

I attended the Accounts meeting on October 18 here in the Courthouse.

I attended financial training in our new financial software on October 22 here in the Safety Training Room.

I will be attending the Department Head Meeting on October 26 due to Chad being off that day.

Park Administrator Report

By Chad Schooley, Park Administrator

November 1, 2012
HIRC meeting

- On 10-03, I helped judge the Wood County youth conservation speeches at Grove Elementary School. All students did a very impressive job.
- On 10-08, Joe Behlen from the DNR completed an inspection of the Lake Wazeecha Dam. This will be the final inspection done by the DNR. All future inspections will be completed by engineers hired by Wood County. The inspection report should be finalized within the next couple of months.
- On 10-10, I met with representatives from the River Cities Nordic Ski Club regarding a minor trail reroute near the boat landing parking lot. We have ordered (4) "you are here" signs to place along the trail.
- On 10-11, I had Nick Krohn, who is a senior at Pittsville Senior High School, spend part of the day with me job shadowing.
- On 10-16 the JDQ recommendations were presented to County Board. There was a Department Head meeting following with the proposed wage scale handed out. I met with all employees and explained what the recommendations were from the study.
- On 10-21 I, along with Gene Bymers from the Friends of Powers Bluff, held an informational meeting regarding the new property adjoining Powers Bluff. I gave a brief background of the property and what we are currently doing on the property. Gene gave a talk on what the friends group is about and how they would like to assist Wood County in the preservation and development of the park. There were 16 people who attended this meeting. We will continue promoting upcoming Friends of Powers Bluff meetings with the hope that more and more people will become interested in assisting Wood County in following through with the recommendations outlined in the Long Range Plan.

- On 10-30 and 11-01 I have meetings scheduled with two more companies regarding installation of water monitoring systems at the Dexter Dam.

November Events

- 8 Shelter reservations

SPECIAL USE PERMITS

- None at this time

FOREST ADMINISTRATOR REPORT

November 01, 2012

By: F. Schubert

FOLDER BALANCES AS OF 10-31-2012					
JOB NUMBER	CONTRACTOR	ENDING MONTH BALANCE	CONTRACT AWARD	PAYMENTS RECEIVED	YEAR AWARDED
658	FUTUREWOOD CORPORATION	\$11,308.35	\$ 74,207.60	\$ 23,046.99	2008
671	SCHREINER FORESTRY	\$ -	\$ 19,918.00	\$ 22,607.82	2010
689	TWIN FOREST PRODUCTS	\$ 2,319.39	\$ 46,049.30	\$ 17,465.88	2011
702	KOERNER FOREST PRODUCTS	\$ 3,889.74	\$ 27,631.00	\$ 8,483.88	2012
				\$ 71,604.57	
FORESTRY TOTAL = \$471,003.12					

Timber Sale Activity (October)

Jobs Started:

#695 Futurewood

Jobs Continuing/Reactivated: #658 Futurewood
#689 Twin Forest Products
#702 Koerner Forest Products

Jobs Gone Inactive: None

Jobs Finished: None

Current Projects Update

By Douglas Passineau, Highway Commissioner

November 1, 2012
HIRC meeting

Construction

- Pave CTH H
- Road reconstruction in the Town of Seneca on Lone Tree
- Pave in the Towns of Marshfield, Sigel, and Rudolph
- Direct the pulverizer in the Town of Sigel
- Grade Kurt Creek Road in the Town of Hiles

General Maintenance

- Mow County right-of-ways
- Fill salt sheds
- Shoulder work on CTH H
- Patches in the Town of Cameron
- Grade shoulders on State Highways

Road Closures - Highway Department

Road Closure Detail

<u>Start Date</u>	9/17/2012
<u>End Date</u>	10/15/2012
<u>Affected Roads</u>	CTH G
<u>Work Description</u>	Reconstruction of the curves on CTH G at the Wood/Juneau County line. The road will remain open to traffic throughout the project.

Detour
Description

None. Road will remain open to traffic during the construction.

Wood County Highway Infrastructure and Recreation Committee Meeting

11/1/12

DATE

NAME	REPRESENTING
DAVID WINCENTSEN	WIS DOT